

SUGGESTIONS FOR SUBMITTING ARTICLES TO LOCAL NEWSPAPERS

1. If you are not familiar with the protocol of your local newspaper(s), contact them to discuss Adult Abuse Prevention Month and the protocol for getting an article in the paper. Gather any details for submitting an article (length, style, format and the name of a contact at the newspaper).
2. Make your contact with the newspaper **EARLY**.
3. Draft an article to send to the newspaper. Feel free to use any material from this packet for your article. Add local statistics¹ or other local information.
4. Always check spelling and grammar before submission to the newspaper, and keep a copy of what you have submitted.
5. When you submit the article, include the name, and telephone number of a contact person at the top of the article.
6. If the article is printed, a personal note of thanks to the newspaper would encourage future goodwill.

¹ Contact Paige McCleary at 804-726-7536 or paige.mccleary@dss.virginia.gov if you need ASAP statistical information.